

## **Program B: Incarceration**

Program Authorization: R.S. 15:821-840.2 and R.S. 36:401-409

### **PROGRAM DESCRIPTION**

The mission of the Incarceration Program is to provide for the custody, control, and care of adjudicated offenders through enforcement of the laws and implementation of programs designed to ensure the safety of the public, staff, and inmates.

The goals of the Incarceration Program are:

1. Maximize public safety through appropriate and effective correctional custodial and supervisory programs.
2. Provide for the safety of correctional staff and inmates by maintaining an organized and disciplined system of operations that promotes stability in the institution.
3. Ensure that basic services relating to adequate food, clothing, and shelter are provided to the inmate population.
4. Provide the maximum available bed space allowable by the State Fire Marshal, Department of Health and Hospitals, American Correctional Association requirements, budgeted resources, and good correctional practices.
5. Protect the investment by the state in the facility by providing an adequate maintenance program for all buildings and equipment and by following Division of Administration property control regulations.

The Incarceration Program encompasses all security and related costs. It also includes other services related to the custody and care of adjudicated offenders, such as the classification of inmates and related record-keeping, provision of basic necessities such as food, clothing, and laundry services for the inmate population, maintenance and support of the facility and other equipment, and Project Clean-Up. (Project Clean-Up, a cooperative effort between the Department of Public Safety and Corrections, Corrections Services, and the Department of Transportation and Development [DOTD], involves inmate crews for litter pickup and DOTD work crews for mowing and litter collection. The project is a direct result of the commitment of Governor and Mrs. Foster to improve the appearance of roads and highways across the state.) The Incarceration Program comprises approximately 78.6% of the total institution budget.

### **OBJECTIVES AND PERFORMANCE INDICATORS**

Unless otherwise indicated, all objectives are to be accomplished during or by the end of FY 2000-2001. Performance indicators are made up of two parts: name and value. The indicator name describes what is being measured. The indicator value is the numeric value or level achieved within a given measurement period. For budgeting purposes, performance indicator values are shown for the prior fiscal year, the current fiscal year, and alternative funding scenarios (continuation budget level and Executive Budget recommendation level) for the ensuing fiscal year (the fiscal year of the budget document).

**The objectives and performance indicators that appear below are associated with program funding in the Base Executive Budget for FY 2000-01. Specific information on program funding is presented in the financial sections that follow performance tables.**

1. (KEY) To prohibit escapes.

Strategic Link: This operational objective is related to the program's Strategic Objective I.1: *To prohibit escapes on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Number of escapes	0	0	0	0	0	0

2. (KEY) To protect staff and inmates from security breaches on a 24-hour basis.

Strategic Link: This operational objective is related to Strategic Objective II.1: *To protect staff and inmates from security breaches on a 24-hour basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Number of inmates per corrections security officer	3.5	3.5	3.5	3.5	2.9	3.3

3. (KEY) To maintain but not exceed capacity.

Strategic Link: This operational objective is related to the program's Strategic Objective IV.1: *To maintain and not exceed capacity on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Capacity	805	805	955	955	955	955

GENERAL PERFORMANCE INFORMATION: SECURITY TRENDS

C. PAUL PHELPS CORRECTIONAL CENTER

PERFORMANCE INDICATOR	PRIOR YEAR ACTUAL FY 1994-95	PRIOR YEAR ACTUAL FY 1995-96	PRIOR YEAR ACTUAL FY 1996-97	PRIOR YEAR ACTUAL FY 1997-98	PRIOR YEAR ACTUAL FY 1998-99
Number of inmates per corrections officer	3.8	3.2	3.6	3.6	3.5
Number of escapes	2	1	0	0	0
Number of apprehensions	2	1	0	0	0
Number of major disturbances	0	2	2	1	0
Number of minor disturbances	74	43	27	41	19
Number of assaults - inmate on staff	26	20	11	18	20
Number of assaults - inmate on inmate	90	86	100	85	82
Number of sex offenses	32	28	32	46	34

4. (SUPPORTING) To adequately maintain the state's infrastructure.

Strategic Link: This operational objective is related to the program's Strategic Goal V: *To protect the investment by the state in the facility by providing an adequate maintenance program for all buildings and equipment and by following Division of Administration Property Control Regulations.*

Explanatory Note: The Office of Risk Management requires state agencies to be audited annually in compliance with the state Loss Prevention Program. Agencies that do not pass 100% of the audit can be assessed a 5% increase in their risk management premiums. Those agencies that pass the audit realize a savings in current year risk management premiums.

Act 11 of the 1998 Special Legislative Session provides that: "Any agency which has undergone a loss prevention audit by the Office of Risk Management and has received certification from the Office of Risk Management as being in compliance with state law and loss prevention standards prescribed by the Office of Risk Management shall receive a credit to be applied to the agency's annual self-insured premium per line of insurance coverage, excluding the coverages for road hazards and medical malpractice, equal to five percent of the agency's total annual self-insured premium paid per line of coverage. An agency which has failed to receive certification after undergoing a loss prevention audit by the Office of Risk Management shall be liable for a penalty of five percent of the agency's total annual self-insured premium paid per line of coverage, excluding the coverages for road hazards and medical malpractice."

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
S	Percent savings resulting from successful completion of risk management audit	Not applicable <sup>1</sup>	5%	Not applicable <sup>1</sup>	5% <sup>1</sup>	5%	5%
S	Dollar amount of savings resulting from successful completion of risk management audit	Not applicable <sup>1</sup>	\$10,648	Not applicable <sup>1</sup>	\$10,648 <sup>1</sup>	\$10,648	\$10,648

<sup>1</sup> This is a new performance indicator. It did not appear under Act 19 of 1998 or Act 10 of 1999 and has no performance standards for FY 1998-99 and FY 1999-00. The value shown for existing performance standard is an estimate not a standard.

## RESOURCE ALLOCATION FOR THE PROGRAM

Incarceration

	ACTUAL	ACT 10	EXISTING	CONTINUATION	RECOMMENDED	RECOMMENDED
	1998-1999	1999- 2000	1999- 2000	2000 - 2001	2000 - 2001	OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$8,525,592	\$10,606,579	\$10,608,555	\$12,286,569	\$11,946,059	\$1,337,504
STATE GENERAL FUND BY:						
Interagency Transfers	114,392	119,392	119,392	121,392	121,392	2,000
Fees & Self-gen. Revenues	278,200	200,045	200,045	223,835	238,835	38,790
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	<b>\$8,918,184</b>	<b>\$10,926,016</b>	<b>\$10,927,992</b>	<b>\$12,631,796</b>	<b>\$12,306,286</b>	<b>\$1,378,294</b>
EXPENDITURES & REQUEST:						
Salaries	\$5,816,737	\$6,898,701	\$6,898,701	\$8,090,343	\$8,069,686	\$1,170,985
Other Compensation	259,512	0	0	0	0	0
Related Benefits	962,641	1,082,310	1,082,310	1,287,098	1,359,971	277,661
Total Operating Expenses	1,547,450	1,779,530	1,779,530	1,961,960	1,926,351	146,821
Professional Services	6,616	3,475	3,475	3,565	3,475	0
Total Other Charges	0	960	960	2,400	2,400	1,440
Total Acq. & Major Repairs	325,228	1,161,040	1,163,016	1,286,430	944,403	(218,613)
TOTAL EXPENDITURES AND REQUEST	<b>\$8,918,184</b>	<b>\$10,926,016</b>	<b>\$10,927,992</b>	<b>\$12,631,796</b>	<b>\$12,306,286</b>	<b>\$1,378,294</b>
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	245	294	294	307	307	13
Unclassified	0	0	0	0	0	0
TOTAL	<b>245</b>	<b>294</b>	<b>294</b>	<b>307</b>	<b>307</b>	<b>13</b>

## SOURCE OF FUNDING

This program is funded with State General Fund, Interagency Transfers, and Fees and Self-generated Revenues. The Interagency Transfers are derived from the Department of Transportation and Development for security costs associated with providing inmate work crews at rest areas. The Fees and Self-generated Revenues are derived from the following: (1) funds received from inmate banking to cover administrative costs incurred from managing the inmate banking program; (2) funds received from employee purchase of meals; (3) funds received for reimbursement for identification cards for visitors and copier use; (4) funds received for reimbursement of expenses incurred to provide security coverage for the Beauregard Nursery Tree Farm, Beauregard Parish Police Jury and the Vinton work crew; (5) funds received from offenders for damages to institutional property; (6) funds received from offenders for maintenance expenses of telephones in the dormitories and (7) required medical co-payments by inmates for certain medical visits and prescriptions.

# ANALYSIS OF RECOMMENDATION

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
<b>\$10,606,579</b>	<b>\$10,926,016</b>	<b>294</b>	<b>ACT 10 FISCAL YEAR 1999-2000</b>
			<b>BA-7 TRANSACTIONS:</b>
\$1,976	\$1,976	0	Carry forward for acquisitions
<b>\$10,608,555</b>	<b>\$10,927,992</b>	<b>294</b>	<b>EXISTING OPERATING BUDGET – December 3, 1999</b>
\$154,715	\$154,715	0	Annualization of FY 1999-2000 Classified State Employees Merit Increase
\$142,592	\$142,592	0	Classified State Employees Merit Increases for FY 2000-2001
\$52,216	\$52,216	0	State Employee Retirement Rate Adjustment
\$496,363	\$496,363	0	Acquisitions & Major Repairs
(\$713,000)	(\$713,000)	0	Non-Recurring Acquisitions & Major Repairs
(\$1,976)	(\$1,976)	0	Non-Recurring Carry Forwards
\$520,412	\$520,412	0	Salary Base Adjustment
(\$331,811)	(\$331,811)	0	Attrition Adjustment
\$1,191,973	\$1,191,973	12	Workload Adjustments - Salary and Operating Supply costs associated with the 150-bed expansion
	\$23,790	1	Workload Adjustments - Security for work crew at the Beauregard Police Jury
\$0	\$2,000	0	Other Adjustments - Increase Interagency Transfers with the Department of Transportation and Development for the Vinton and Toomy Rest Area Cleanup
\$1,440	\$1,440	0	Other Adjustments - Increase Interagency Transfers with the Department of Public Safety for radio user fees
\$28,181	\$28,181	0	Other Adjustments – Allows payment of Compensatory Leave in excess of 540 hours within a calendar year
(\$188,601)	(\$188,601)	0	Other Technical Adjustments - Transfers salary funding to the Health Services program to properly reflect funding in the appropriate program
(\$15,000)	\$0	0	Net Means of Financing Substitutions - Replace State General Fund with Fees and Self-generated Revenues due to the projected overcollection of inmate medical copayments
<b>\$11,946,059</b>	<b>\$12,306,286</b>	<b>307</b>	<b>TOTAL RECOMMENDED</b>
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS</b>
<b>\$11,946,059</b>	<b>\$12,306,286</b>	<b>307</b>	<b>BASE EXECUTIVE BUDGET FISCAL YEAR 2000-2001</b>
			<b>SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL:</b>
\$0	\$0	0	None
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL</b>

SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:

\$0                      \$0                      0    None

**\$0                      \$0                      0    TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE**

**\$11,946,059    \$12,306,286    307    GRAND TOTAL RECOMMENDED**

The total means of financing for this program is recommended at 112.6% of the existing operating budget. It represents 74.7% of the total request (\$16,472,815) for this program. The increase in the recommended level is primarily due to the costs and twelve (12) positions associated with the 150-bed expansion. An increase of one (1) position is also reflected for an additional security position for the work crew at the Beauregard Police Jury.

**PROFESSIONAL SERVICES**

\$3,475    Veterinary Services performed on horses and dogs

**\$3,475    TOTAL PROFESSIONAL SERVICES**

**OTHER CHARGES**

**Interagency Transfers:**

\$2,400    User fee for radio system - Department of Public Safety

**\$2,400    SUB-TOTAL INTERAGENCY TRANSFERS**

**\$2,400    TOTAL OTHER CHARGES**

**ACQUISITIONS AND MAJOR REPAIRS**

\$944,403    Replace eight vehicles, purchase various pieces of equipment and maintenance equipment; build 50 foot communications tower, build visitor's intake building, replace ceiling in vegetable room, renovate four guard towers, renovate warehouse freezers and renovate dormitories for ventilation.

**\$944,403    TOTAL ACQUISITIONS AND MAJOR REPAIRS**